

CITY OF EL PASO, TEXAS
DEPARTMENT HEAD'S SUMMARY REQUEST FOR COUNCIL ACTION (RCA)

DEPARTMENT: City Attorney's Office

AGENDA DATE: July 3, 2012

CONTACT PERSON/PHONE: Sylvia Borunda Firth, City Attorney – 541-4550

DISTRICT(S) AFFECTED: All

SUBJECT:

APPROVE the appointment of **Lauren Ferris** as an Assistant City Attorney effective July 16, 2012 at a salary of \$60,000.00 per annum, plus benefits.

BACKGROUND / DISCUSSION:

Ms. Ferris will be assigned as an Assistant City Attorney in the City Attorney's Office. She obtained his Doctorate of Jurisprudence from the University of Arkansas at Little Rock-William H. Bowen School of Law in December 2011, and is licensed to practice law in Texas. Ms. Ferris is currently an Associate Attorney with the Law Offices of Wayne Wright in El Paso County, Texas, and she has the experience and knowledge necessary to perform the duties of an Assistant City Attorney.

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one? If so, when?

Yes, the appointment of Matthew Cross on June 12, 2012.

AMOUNT AND SOURCE OF FUNDING:

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

This is a budgeted item.

BOARD / COMMISSION ACTION: N/A

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:

(If Department Head Summary Form is initiated by Purchasing,
client department should sign also)
Information copy to appropriate Deputy City Manager

MEMORANDUM



TO: Mayor John Cook,
City Representatives: Ann Morgan Lilly, Susie Byrd, Emma Acosta,
Carl Robinson, Dr. Michiel R. Noe, Eddie Holguin, Jr., Steve Ortega
and Cortney Carlisle Niland
City Manager Joyce Wilson

FROM: Sylvia Borunda Firth, City Attorney 

SUBJECT: Appointment of Assistant City Attorney – Lauren Ferris
July 3, 2012 City Council Agenda

DATE: June 28, 2012

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On the Council Agenda for July 3, 2012 for your consideration is the appointment of Lauren Ferris as an Assistant City Attorney to fill a vacant position in City Hall.

I propose to hire Ms. Ferris at an entry-level of \$60,000.00 per year. If the appointment is approved by City Council, her starting date will be July 16, 2012. Funding for this position was approved in the FY2012 Budget and the filling of this position is essential to the efficient operations of the City Attorney's Office

I have attached a copy of Ms. Ferris' resume for your reference.

If you have any questions or comments, please do not hesitate to contact me.

cc: Laura P. Gordon, Deputy City Attorney
Theresa Cullen, Deputy City Attorney
Lynly Leeper, Chief Budget Officer
Esperanza Garcia, Budget Analyst

Mayor
John F. Cook

City Council

District 1
Ann Morgan Lilly

District 2
Susannah M. Byrd

District 3
Emma Acosta

District 4
Carl L. Robinson

District 5
Dr. Michiel R. Noe

District 6
Eddie Holguin Jr.

District 7
Steve Ortega

District 8
Cortney Carlisle Niland

City Manager
Joyce A. Wilson



OFFICE OF THE CITY ATTORNEY

LAUREN K. FERRIS

Cell ,

EDUCATION

University of Arkansas at Little Rock, William H. Bowen School of Law, Little Rock, AR

Dec. 2011

Juris Doctorate

Activities:

- Law Review, Member

Aug.

2010-Present

- Student Bar Association, Elected Vice President

Mar.

2011-Dec. 2011

- Student Bar Association Budget Committee Member

Mar.

2011-Dec. 2011

- Community Outreach Opportunity League Committee, Chair

Mar.

2011-Dec. 2011

- Arkansas Association for Women Lawyers Student Division, Elected Vice President

Nov.

2010-Nov. 2011

- Student Animal Legal Defense Fund, Member

Aug.2010-May 2011

- Christian Legal Society, Member

Aug. 2009-

Dec. 2011

- Out of State Student Association, Member

Aug.

2009-Dec.2011

- Law Review Symposium Assistant Editor

Aug.

2010-Apr. 2011

- Delta Theta Phi Legal Fraternity, Elected Clerk of the Rolls

Mar.

2010-Apr. 2011

- Hispanic Law Students Association, Elected Treasurer & Secretary

Mar.

2010-Dec. 2011

- Student Bar Association, Elected Full-Time Senator

Sept.

2009- Mar. 2011

- Delta Theta Phi Professional & Academic Committee

Sept. 2009-

Mar. 2010

- Asian Pacific American Law Student Association, Member

Sept.

2009-Aug. 2010

- Street Law, Member

Sept. 2009-

May 2010

Awards/Scholarships: "Top Exam" Recipient for Poverty Law, Distinguished Dean's Certificate (300+ hours of community service, 2009-2011), Dean's Certificate (2009-2011), Out of State Student Scholarship, Governor Sid McMath Scholarship, James Larrison Scholarship, Sandra Wilson Cherry Scholarship, Delta Theta Phi Legal Fraternity Scholarship

The University of Texas at El Paso (UTEP), El Paso, TX

B.A. Political Science; Minor in Criminal Justice; Magna Cum Laude-- GPA: 3.84

Dec. 2008

Activities:

- Law School Preparation Institute (LSPI)

June & July 2008

Participated in an extensive program in torts, legal writing and research courses, LSAT preparation,

and attended workshops and presentations to prepare for law school and the application process

- *Golden Key International Honor Society* Sept. 2007-Aug. 2008

President—Responsible for organizing, leading, and ensuring that all goals of the society are met throughout the year; lead bi-annual rose sale fundraiser for graduation ceremonies Aug.-Dec. 2008

- *Freshmen Alpha Lambda Delta-National Academic Honor Society* May 2006-May 2007

- *Marching and Symphonic Band* Aug. 2005-May 2007

Member— Practiced/played the saxophone with the UTEP band daily; rehearsed/performed for numerous events

Awards/Honors: Dean's List for the College of Liberal Arts; Phi Kappa Phi Honor Society; Alpha Chi National College Honor Society

WORK EXPERIENCE

- *UALR William H. Bowen School of Law Mediation Clinic* Aug. 2011-Dec. 2011

Learned how to mediate civil cases, facilitate positive discussions among parties, and reach agreements

- *UALR William H. Bowen School of Law Litigation Clinic* May 2011-July 2011

Certified as a student attorney, worked on family law cases, drafted legal documents and letters, conducted client interviews and fact investigation, filed all legal documents related to cases, prepared for trial, made court appearance

- *Center for Arkansas Legal Services* Aug. 2010-Nov. 2010

Drafted a variety of legal documents and letters, interacted with clients, researched issues to support cases, attended business meetings

- *Como's Italian Restaurant*—Hostess and Waitress Mar. 2006-July 2009

- *National Election Day* Nov. 2008

VOLUNTEER EXPERIENCE

- *Citizenship Class Teacher* 2011

Taught immigrants and refugees U.S. history lessons, how to read and write in English, and how to prepare otherwise for the U.S. citizenship test

- *Big Brothers, Big Sisters Mentoring Program* 2010-2011

Developed a positive relationship and acted as a role model for an at risk child

- *Holy Trinity Orthodox Church- Sunday School Teacher* 2009-2011

Taught various Bible lessons to school-age children and completed activities related to the lessons

- *First Responders Legal Services Pro Bono Event* 2011

Drafted simple wills and answered legal questions for First Responders of Arkansas

- *Street Law* 2009-2010

Mentored high school students on how to prepare for and argue a case in court

- *Rescue Mission of El Paso* 2002-2009

Served food to the homeless; organized all items donated to the mission; helped maintain a clean facility

- *St. George's Annual Feast in the Middle East* 1996-2009

Worked at various booths serving thousands of people food and drinks; helped prepare the food that is to be sold; helped set and clean up the facility

- *Annual Senior Citizens Dinner, El Paso, TX* 1994-2008

Helped sort through various items and make "goodie bags" for the elderly; served food and drinks

- to all of the senior citizens that come from various nursing homes around the city; danced with them
- *Center for Civil Engagement* 2008
Worked with the Girl Scouts of El Paso at various events such as Daisy Day at the Chamizal National Park; helped serve as a role model for young girls in the community
- *Candlelighters (CCF- Childhood Cancer Foundation)* 2004
Volunteered as a counselor for a camp designed for young children coping with cancer

OTHER

- *Publication Pending in the University of Arkansas at Little Rock Law Review*
“Animal Law—Greed v. Humanity: The Need for Arkansas to Regulate Commercial Breeders and Ban the Retail Sale of Cats and Dogs in Pet Stores and Over the Internet”
- *Bowen Immigration Rapid Response Team*
Received training through the Catholic Charities Immigration Services to provide assistance to immigrants and their families in the aftermath of large-scale enforcement actions conducted at Arkansas workplaces by U.S. Immigration and Customs Enforcement (ICE)
- *Nestle Tollhouse National “Bake Some Love” First Place Award*